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U.S. HOUSE OF REPRESENTATIVESU.S. House of Representatives
Committee on Ethics

MEMBER / OFFICER POST-TRAVEL DISCLOSURE FORM

This form is for disclosing the receipt of travel expenses from a private source for travel taken in connection with a Member or officer's official duties. This form does not eliminate the need to report privately-funded travel on the Member or officer's annual Financial Disclosure Statement. In accordance with House Rule 25, clause 5, you must **complete this form and file it with the Clerk of the House, B-106 Cannon House Office Building, within 15 days after travel is completed.** Please do not file this form with the Committee on Ethics.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Name of Traveler: Congressman Thomas Cotton
2. a. Name of accompanying relative: _____ or None ☒
b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
3. a. Dates of departure and return: Departure: 3-7-2013 Return: 3-8-2013
b. Dates at personal expense: _____ or None ☒
4. Departure city: Washington, DC Destination: Palm Beach, FL Return city: Jacksonville, FL
5. Sponsor(s) (who paid for the trip): The Club For Growth
6. Describe meetings and events attended (attach additional pages if necessary): See attached agenda
7. Attached to this form are EACH of the following (*signify that each item is attached by checking the corresponding box*):
 - a. ☒ a completed Sponsor Post-Travel Disclosure Form;
 - b. ☒ the Primary Trip Sponsor Form completed by the trip sponsor prior to the trip, including all attachments and Grantmaking or Non-Grantmaking Sponsor Forms;
 - c. ☒ page 2 of the completed Traveler Form submitted by the Member or officer; *and*
 - d. ☒ the letter from the Committee on Ethics approving my participation on this trip.
8. a. I represent that I participated in each of the activities reflected in the sponsor's agenda. (*Signify that statement is true by checking box*): ☒
b. If not, explain: _____

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge. I have determined that all of the expenses on the attached Sponsor Post-Travel Disclosure Form were necessary and that the travel was in connection with my duties as a Member or officer of the U.S. House of Representatives and would not create the appearance that I am using public office for private gain.

SIGNATURE OF MEMBER: Tom CottonDATE: 3/20/2013

U.S. House of Representatives
Committee on Ethics

SPONSOR POST-TRAVEL DISCLOSURE FORM

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. ***A completed copy of the form must be provided to each House Member, officer, or employee who participated on the trip within 10 days of their return.*** You must answer all questions, and check all boxes, on this form for your submission to comply with House rules and the Committee's travel regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Sponsor(s) (who paid for the trip): Club for Growth
2. Travel Destination(s): Palm Beach, FL
3. Date of Departure: Thursday March 7 Date of Return: Friday March 8
4. Name(s) of Traveler(s): Congressman Tom Cotton
(NOTE: You may list more than one traveler on a form only if all information is identical for each person listed.)
5. **Actual amount** of expenses paid on behalf of, or reimbursed to, each individual named in response to Question 4:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Other Expenses (dollar amount per item and description)
Traveler	\$679 airfare & ground	\$499.50	\$82.57	N/A
Accompanying Relative	N/A	N/A	N/A	N/A

6. All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. (Signify statement is true by checking box): ☒

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: Erika Sather

Name: Erika Sather Title: Vice President, Development

Organization: Club for Growth

I am an officer of the above-named organization (signify statement is true by checking box): ☒

Address: 2001 L St NW, Suite 600
Washington, DC 20036

Telephone number: 202-955-5500

Email Address: Esather@clubforgrowth.org

Committee staff may contact the above-named individual if additional information is required.

If you have questions regarding your completion of this form, please contact the Committee on Ethics at (202) 225-7103.

**U.S. House of Representatives
Committee on Ethics**

PRIVATELY SPONSORED TRAVEL: TRAVELER FORM

1. Name of Traveler: Thomas Cotton
2. Sponsor(s) (who will be paying for the trip): Club For Growth
3. Travel destination(s): Washington, DC to West Palm Beach, FL to Jacksonville, FL
4. a. Date of Departure and Date of Return: Thursday, March 7th- Friday, March 8th
b. Will you be extending the trip at your personal expense? ☐ Yes ☒ No
If yes, dates at personal expense: _____
5. a. Will you be accompanied by a family member at the sponsor's expense? ☐ Yes ☒ No
b. If yes, name of accompanying family member: _____
c. Relationship to traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
6. a. Did the trip sponsor answer "yes" to Question 9(c) on the Trip Sponsor form (*i.e.*, the travel is being sponsored by an entity that employs a lobbyist)? ☐ Yes ☒ No
b. If yes, check one of the following: ☐ N/A – Sponsor checked 9(a) or 9(b)
(1) Approval for one-night's lodging and meals is being requested: ☐ or
(2) Approval for two-nights' lodging and meals is being requested: ☐
If "(2)" is checked, explain why the second night is warranted: _____
7. Private Sponsor Travel Certification Form is attached, including agenda, invitee list, and any other attachments (*indicate that form is attached by checking box*): ☒
8. Explain why participation in the trip is connected to your individual official or representational duties:
As a Member of Congress I will be participating in forums to learn about economic matters that will benefit me by helping me gain greater knowledge on these matters.

9. **FOR STAFF:
TO BE COMPLETED BY YOUR EMPLOYING MEMBER:**

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Date: _____

Signature of Employing Member

NOTE: This page must be submitted with your post-travel disclosure form within 15 days of your return, so you should maintain a photocopy of the completed form for your records.

**U.S. House of Representatives
Committee on Ethics**

**PRIVATE SPONSOR TRAVEL CERTIFICATION FORM
(provide directly to each House invitee)**

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers or employees under House Rule XXV, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer or employee, who will then forward it to the Committee. The trip sponsor should NOT submit the form directly to the Committee.

Private sponsors are urged to submit this form to each House invitee at least 30 days before travel is scheduled to begin. The failure to provide the Committee with adequate time to review the form and attachments may result in the invitee not receiving approval for the trip. The submission of an incomplete form will delay the review process. Before completing this form, sponsors are urged to carefully review the Committee's private travel guidelines and advisory memoranda detailing the rules and restrictions for private travel, as well as the instructions for completing this form. Sponsors should call the Committee with any questions prior to submitting the form. Please type form.

1. Sponsor(s) (who will be paying for the trip): Club for Growth
2. I represent that the trip will not be financed (in whole or in part) by a federally-registered lobbyist or a registered foreign agent (signify "yes" by checking box): ☒
3. I represent that the trip sponsor(s) has not accepted from any other source funds earmarked directly or indirectly to finance any aspect of the trip (signify "yes" by checking box): ☒
4. Is travel being offered to an accompanying family member of the House invitee(s)? ☐ Yes ☒ No
5. Provide names and titles of ALL House invitees; for each invitee, provide explanation of why the individual was invited (include additional pages if necessary): Please see attached list
6. Dates of travel: Thursday March 7 - Friday March 8
7. Cities of departure - destination - return: Washington, DC - Palm Beach, FL - Jacksonville, FL
8. Attached is a detailed agenda of the activities taking place during the travel (i.e., an hourly description of planned activities) (signify "yes" by checking box): ☒
9. I represent that (check one of the following):
 - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: ☐ or
 - b. The sponsor of the trip does not retain or employ a federally registered lobbyist or registered foreign agent: ☒ or
 - c. The trip is for attendance at a one-day event and lobbyist involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations. ☐
10. If travel is for participation in a one-day event (i.e., if you checked Question 9(c)), check one of the following:
 - a. One-night's lodging and meals are being offered: ☐ or
 - b. Two-nights' lodging and meals are being offered: ☐

If "b" is checked, explain why the second night is warranted: _____

11. If the trip is not sponsored by an institution of higher education, I represent that a federally-registered lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip (*signify "yes" by checking box*): ☒
12. Private sponsors must have a direct and immediate relationship to the purpose of the trip or location being visited. Describe the role of each sponsor in organizing and conducting the trip: This trip is the annual winter economic conference and membership meeting of the Club for Growth
13. Describe each sponsor's organizational interest in the purpose of the trip: The Club for Growth hosts this annual event for the purpose of creating a forum for economic policy discussion for members of the Club for Growth
14. Describe the type and class of the transportation being provided. Indicate whether coach, business-class or first-class transportation will be provided. In addition, for travel via aircraft, please indicate if travel is being offered on a commercial flight, chartered flight or on an aircraft operated or paid for by a carrier not licensed by the Federal Aviation Administration to operate for compensation or hire (*i.e.*, a private aircraft). If first-class fare is being provided, or if travel is via chartered or private aircraft, please provide an explanation describing why such travel is warranted: The Club for Growth will only provide coach class airfare on commercial airlines for Members of Congress
15. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). (*signify "yes" by checking box*): ☒
16. I represent that either (*check one of the following*):
- a. The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: ☒ *or*
 - b. The trip involves events that are arranged or organized *specifically with regard* to congressional participation: ☐
- If "b" is checked, detail the cost per day of meals (approximate cost may be provided): _____
17. Reason for selecting the location of the event or trip: The Club for Growth annual winter economic policy conference is traditionally hosted in Palm Beach, Florida
18. Name of hotel or other lodging facility: The Breakers Hotel: 1 Sount County Road, Palm Beach, FL
19. Cost per night of hotel or other lodging facility (approximate cost may be provided): The pre-negotiated group rate for the Club for Growth is \$450/night, plus tax.
20. Reason(s) for selecting hotel or other lodging facility: We work with a broker that works with the Club for Growth staff to identify the best available facility to accomodate our group. The venue was chosen and a contract was signed years before and Member of Congress was invited to speak.

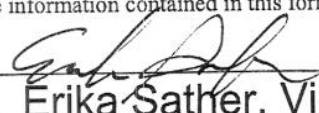
21. TOTAL EXPENSES FOR EACH PARTICIPANT:

<input type="checkbox"/> actual amounts <input checked="" type="checkbox"/> good faith estimates	Total <i>Transportation</i> Expenses per Participant	Total <i>Lodging</i> Expenses per Participant	Total <i>Meal</i> Expenses per Participant
For each Member, Officer, or employee	\$727 for airfare and ground	\$450 + tax	\$275
For each accompanying family member	N/A	N/A	N/A

	<i>Other</i> Expenses (dollar amount)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or employee	\$0	
For each accompanying family member	N/A	

22. I represent that reimbursement for miscellaneous travel expenses for the trip, such as travel to and from airports, security costs, interpreter fees, visa application fees, and similar expenses, will be for actual costs incurred and are necessary for the purpose of the trip (*signify "yes" by checking box*): ☐

23. I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: 

Name and title:

Erika Sather, Vice President of Development

Organization:

Club for Growth

Address:

2001 L St. NW, Suite 600 | Washington, DC 20036

Telephone number:

202-955-5500

Fax number:

202-955-9466

Email Address:

esather@clubforgrowth.org

The Committee staff may contact the above individual above if additional information is required.

If there are any questions regarding this form please contact the Committee at the following address:

Committee on Ethics
U.S. House of Representatives
1015 Longworth House Office Building
Washington, DC 20515
(202) 225-7103 (phone)
(202) 225-7392 (fax)

Version date 3/2011 by Committee on Ethics

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ONE HUNDRED THIRTEENTH CONGRESS

U.S. House of Representatives

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March 4, 2013

The Honorable Thomas B. Cotton
U.S. House of Representatives
415 Cannon House Office Building
Washington, DC 20515

Dear Colleague:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Palm Beach, Florida, scheduled for March 7 to 8, 2013, sponsored by the Club for Growth.

You must complete a Member Travel Disclosure Form and file it with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are required to attach a copy of this letter and both the Private Sponsor Travel Certification Form (including attachments) and Member travel approval form you previously submitted to the Committee. You must also report all travel expenses totaling more than \$350 from a single source on Schedule VII of your annual Financial Disclosure Statement.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,


K. Michael Conaway
Chairman


Linda T. Sánchez
Ranking Member

KMC/LTS:re

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM - House invitee explanations

5. The following are House Member invitees for the event and explanations for each invitation. Club for Growth has invited Members of Congress whom it believes are strong advocates of pro-growth policies, in order to educate our membership on economic policy issues from a pro-growth standpoint. All individuals that are able to attend the conference will be presenting a speech and/or appearing on a panel discussion.

COTTON, TOM – To educate our membership on and have the benefit of the expertise and insight of Congressman Cotton's role on the Financial Services Committee.

DeSANTIS, RON - To educate our membership on and have the benefit of the expertise and insight of Congressman DeSantis's role in passing a bill that would block the pay increase for Members of Congress and his work on the Oversight and Government Reform Committee.

GRAVES, TOM – To educate our membership on and have the benefit of the expertise and insight of Congressman Graves' role on the Appropriations Committee, and his work on earmark reform and eliminating wasteful government spending.

HENSARLING, JEB – To educate our membership on and have the benefit of the expertise and insight of Congressman Hensarling's role as Chairman of the Financial Services committee, and his advocacy for pro-growth policies.

MASSIE, THOMAS – To educate our membership on and have the benefit of the expertise and insight of Congressman Massie's role on the Oversight and Government Reform Committee.

McCLINTOCK, TOM – To educate our membership on and have the benefit of the expertise and insight of Congressman McClintock's role on the Budget Committee, and his work against earmarks and wasteful government spending legislation.

MULVANEY, MICK – To educate our membership on and have the benefit of the expertise and insight of Congressman Mulvaney's role on the Financial Services Committee and his work to defund and/or eliminate the Export-Import Bank.

RYAN, PAUL – To educate our membership on and have the benefit of the expertise and insight of Congressman Ryan's role as chairman of the House Budget Committee.

ROTHFUS, KEITH - To educate our membership on and have the benefit of the expertise and insight of Congressman Rothfus's role to help shape and enact pro-growth policies from being on the House Judiciary Committee.

SALMON, MATT - To educate our membership on and have the benefit of the expertise and insight of Congressman Salmon's role on the Education and the Workforce Committee, along with his policy knowledge coming from his previous tenure in Congress during the 1990s.

ADDENDUMS

19. The cost of the room at The Breakers is \$450 per evening. The rooms at this rate that we offer Members of Congress are the same rooms we block out for and rates we offer to our attendees, and is the least expensive rate that we are able to offer. This is significantly less than the non-contract room rates that start at \$726 per night that we negotiated down with the assistance of our conference broker.

20. The Club for Growth chose The Breakers hotel for several reasons. The hotel has the conference spaces we require—for groups larger than 100 people—and the level of conference services we need to host that many people. We hire a conference broker to ensure we find the least expensive hotel that would accommodate our group. This contract was signed 3 years in advance to secure these comparatively low rates.

21 (column 3). Meals served at The Breakers are the same for Members of Congress as they are for conference attendees. The Club for Growth works to order the least expensive meal options that The Breakers has available, and is working with the hotel staff to reduce the costs of meals as well. In addition, “extras” are not made available to Members, including alcohol, and therefore extras are not calculated into the meal estimates for the Members.



2013 ANNUAL WINTER ECONOMIC CONFERENCE

Itinerary for: **CONGRESSMAN TOM COTTON**

THURSDAY, MARCH 7th

8:00pm - 10:40pm Flight from DCA to PBI (estimate)

*ground transportation to hotel provided by Club for Growth

FRIDAY, MARCH 8th

8:30am – 9:15am State of the Club by Chris Chocola, President, Club for Growth

General Session – Ponce de Leon V and VI

9:15am – 9:45am Policy Speech by Senator Jeff Flake (AZ)

General Session – Ponce de Leon V and VI

9:45am – 10:25am Policy Speech by Senator Kelly Ayotte

General Session – Ponce de Leon V and VI

10:25am – 10:40am Break

General Session – Salon III

10:40am – 11:25am Congressional Policy Panel

Panelists: Congressman Tom Cotton

Congressman Mick Mulvaney

Moderator: Deroy Mourdock

General Session – Ponce de Leon V and VI

11:325am – 12:05pm: Policy Speech by Senator Pat Toomey

General Session – Ponce de Leon V and VI

12:20pm – 1:50pm Lunch Keynote Policy Address by Governor Scott Walker

Mediterranean Ballroom

NOTE: All addresses and panels include a Q&A session and are OFF-THE-RECORD

*ground transportation to Ft. Lauderdale airport provided by Club for Growth

5:35 – 6:50PM Flight from Ft. Lauderdale to Jacksonville, FL